



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

Sunrise River Water Management Organization (SRWMO) Meeting Minutes for Thursday, February 4, 2010

Secretary Mark Walsh called the meeting to order at 6:00pm with the following members present Mike Bury, Reinette Labernik, Leon Mager and Tim Peterson. Absent was Greg Hunter. Also present was Jamie Schurbon, Anoka Conservation District (ACD) and Dan Babineau from Linwood Township.

Reinette Labernik was welcomed as a new member to the Board, representing the City of Columbus.

APPROVAL OF MINUTES

Leon Mager moved and Tim Peterson seconded to approve the December 17, 2009 meeting minutes as presented. All in favor, motion carried.

NEW BUSINESS

A. Election of Officers – **Leon Mager nominated Mark Walsh as chairperson and Mike Bury seconded. Mark Walsh nominated Mike Bury as chairperson, Mike Bury declined. All in favor for Mark Walsh as chairperson, motion carried. Leon Mager nominated Tim Peterson as vice chairperson and Mike Bury seconded. Tim Peterson nominated Leon Mager as vice chairperson with no second. All in favor for Tim Peterson as vice chairperson, motion carried. Mike Bury nominated Leon Mager as secretary and Tim Peterson seconded. All in favor for Leon Mager as secretary, motion carried. Tim Peterson nominated Mike Bury as treasurer and Leon Mager seconded. All in favor for Mike Bury as treasurer, motion carried. Mike Bury will bring a treasurer's report to the next meeting.**

B. **Mike Bury moved and Tim Peterson seconded to set these 2010 meeting dates: May 6, August 5, November 4 with special meetings being called as needed. Meetings are held at East Bethel City Hall, starting at 6:00 pm. All in favor, motion carried.**

C. A hard copy of the ACD 2009 Work Results will be given to the chair and CD copies to board members and parties to the Joint Powers Agreement. Jamie Schurbon reviewed the ACD 2009 work results. Discussed possible reasons why Coon Lake and Fawn Lake water levels are down, may be due to drought conditions or larger surface evaporation, exact reason(s) why is unknown. Concerns were voiced regarding TMDL levels on Martin Lake and Typo Lake. Martin Lake, along with Typo Lake upstream, were the subject of an intensive TMDL study from 2001-03 by the Anoka Conservation District. This study

documented the source of nutrients to the lake, the degree to which each is impacting the lake, and put forward lake rehabilitation strategies. Delays occurred in approval of this study and plan, but it is expected to be finalized in 2010. The MPCA has assigned staff to work on both Martin Lake and Typo Lake. In the meantime, the ACD, Sunrise River WMO, and Martin Lakers Association are pursuing some small lake water quality improvement projects. Mike Bury questioned the proposed 2010 lakeshore restoration project planned at the Swisher Residence on Coon Lake, as he believes the property is East Bethel public property. Jamie Schurbon will contact the Swishers asking them to show evidence that they own the property; the City of East Bethel will be cc'd on written contact. This project will be put on hold until property ownership is determined. The Braido Habitat Restoration located in Linwood Township is another project scheduled for 2010. This project is funded by several sources with no cost to the SRWMO. The Anoka County Geologic Atlas is going well and is expected to be completed around 2014.

Report recommendations are: **Finalize update of SRWMO watershed management plan in 2010.** Future work should follow that plan. **Finalize the Typo and Martin Lake Total Maximum Daily Load (TMDL) Study Report and Implementation Plan.** This project has been delayed at the MN Pollution Control Agency (MPCA). The MPCA and Anoka Conservation District have a work plan to finish it in 2010. **Do projects to improve water quality in Typo and Martin Lakes.** The TMDL study of these lakes and TMDL Implementation Plan will contain specific recommendations. **Improve treatment of stormwater before discharge into area lakes, especially Martin and Coon Lakes.** **Actively follow development of St. Croix River and Sunrise River TMDLs,** and become involved as appropriate. **Work cooperatively with other agencies that are doing a study of the entire Sunrise River watershed.** Key partners include the US Army Corps of Engineers and Chisago County. **Continue the SRWMO cost share grant program** to encourage projects that improve water quality. **Promote and install more water quality improvement projects.** Problems on several waterbodies are well documented and cost share grants are available as incentives.

The goal of the SRWMO is to manage water flows/flooding and water quality across municipal boundaries, and be a local voice on water matters.

D. Contract for Services 2010 Work Agreement with ACD was reviewed. Briefly discussed Article 4 Disbursement of Funds when and why this arrangement was put into place. **Tim Peterson moved and Mike Bury seconded to approve the Contract for Services 2010 Water Monitoring and Management with Anoka Conservation District as presented. All in favor, motion carried.**

E. 2011 budget was tabled to the next scheduled or special meeting.

OLD BUSINESS

SRWMO Meeting Minutes for February 4, 2010

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A. Mike Bury moved and Reinette Labernik seconded to approve the SRWMO responses to the draft 3rd Generation Watershed Management Plan and to authorize sending the final draft to BWSR for approval. All in favor, motion carried.

B. At the November 19, 2009 meeting a motion was made and seconded to approve a final payment to Anoka Conservation District for the entire remaining balance for the 3rd Generation Watershed Management Plan work. \$14,428.50 is the amount that should have been paid in an effort to have all expenditures for 2009 paid in the year budgeted. However, only \$7,214.25 was paid. After follow up by both Mark Walsh and ACD to this error in payment, a motion was again made to pay ACD for this project. **Mike Bury moved and Tim Peterson seconded to make final payment to Anoka Conservation District in the amount of \$7,214.25 for work on the 3rd Generation Watershed Management Plan project. All in favor, motion carried.**

C. Joint Powers Agreement (JPA) – The City of Ham Lake has approved and it is believed that the City of East Bethel has also approved the JPA. Original individual signatures pages should be sent to East Bethel City Hall attn: SRWMO and a copy of the signature page sent to Jamie Schurbon at ACD.

Discussed the different items defined as operating costs in the JPA and in the 3rd Generation WMO Plan. By unanimous consent, it was decided that the 3rd Generation WMO Plan should follow the JPA for operating cost items. Jamie Schurbon will make the necessary changes to the Plan.

Discussed financial contribution percentages to be used for 2010. Percentages used to figure the 2010 budget were: Linwood 42.8%, East Bethel 35.9%, Columbus 17.66%, Ham Lake 3.64%. Once the revised JPA has been adopted by all parties, these “new” percentages are to be used for budgeting and invoicing in 2011 and all subsequent years: Linwood 46.4%, East Bethel 32.93%, Columbus 16.72%, Ham Lake 3.95%.

OTHER

A letter of appreciation to Marie Holm was signed and will be mailed.

Member Directory - Leon Mager and Tim Peterson will follow up on SRWMO representative appointments and notify the recording secretary of any changes/updates.

ADJOURN

Mike Bury moved and Tim Peterson seconded to adjourn the meeting. All in favor, meeting adjourned at 8:15 pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 2/5/10



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

Sunrise River Water Management Organization (SRWMO) Meeting Minutes for Thursday, May 6, 2010

Chair Mark Walsh called the meeting to order at 6:03pm with the following members present Mike Bury, Mary Ann Empson, Reinette Labernik, Leon Mager and Tim Peterson. Absent was Greg Hunter. Also present were Jamie Schurbon, Anoka Conservation District (ACD), Cory Olson, and Bob Millerbernd, Linwood Township Supervisor.

Introductions were made and Mary Ann Empson was welcomed as a new member representing the City of Ham Lake.

APPROVAL OF MINUTES

Amendment under Old Business, C. Joint Powers Agreement (JPA) third paragraph to read: *...Once the revised JPA has been adopted by all parties, these “new” percentages are to be used for budgeting and invoicing in 2011 and all subsequent years:...* **Mike Bury moved and Tim Peterson seconded to approve the February 4, 2009 meeting minutes as amended. All in favor, motion carried.**

NEW BUSINESS

A. Coon Lake Ditch 56 Reroute – Cory Olson, 19015 Channel Lane, East Bethel, MN 55092 presented a request and petition from homeowners on Channel Lane asking for SRWMO support for rerouting Ditch 56 through the man-made channel into Coon Lake. Currently, the ditch flows into the bay area of Coon Lake. The water in the channel is stagnant and residents believe flowing water from Ditch 56 would help eliminate this problem; pictures were circulated showing water flowage during the spring thaw. Discussion followed. The DNR and Corp of Engineers would need to be contacted before any decisions could be made or action taken. Jamie Schurbon will check photos from years past to see if Ditch 56 previously flowed through the channel and provide a summary to the Board for the August 5 meeting.

B. 2011 Budget – Jamie Schurbon reviewed the budget handouts.

Financial Audit - Mark Walsh reported that he has been talking with Jim Hartel at BWSR regarding an audit. Based on the information received from BWSR, Jamie Schurbon prepared a 2009 financial report and submitted it to BWSR. Mark was told that next year auditing for small groups, such as the SRWMO, would be done differently.

Fawn Lake curly-left pondweed mapping and assess control needs – Discussed how much money, if any, should be budgeted for this project. There needs to be a financial contribution

from homeowners on Fawn Lake to help support this project. **Tim Peterson moved and Mike Bury seconded to reduce the line item Fawn Lake curly-left pondweed mapping and assess control needs amount to \$1,500 with the monies to be used for outreach and assessment on Fawn Lake. ACD is to spearhead the outreach and assessment. All in favor, motion carried.**

Martin Lake area stormwater retrofit – Reconnaissance and design phase I of this project are on hold until a \$3,000 contribution is received from the Martin Lakers Association (MLA), which will be combined with \$5,000 from SRWMO and \$2,000 from ACD for the first step of this project; next step would be phase II: installation of water quality projects. Discussed how much to budget for phase II in 2011. \$10,000 will be budgeted for phase II, contingent upon the contribution from MLA and completion of phase I. **Mike Bury moved and Leon Mager seconded to increase the line item Martin Lake area stormwater retrofit - phase II: installation of water quality projects to \$10,000 with the understanding that the \$10,000 is to be used only if a \$3,000 contribution was received from the Martin Lakers Association in 2010 and the reconnaissance and design phase I have been completed in 2010. All in favor, motion carried.**

Mike Bury moved and Tim Peterson seconded to approve the 2011 budget for \$30,130. All in favor, motion carried.

C. East Bethel Watershed Management Plan – SRWMO board members did not receive a copy of the plan for review. Jamie Schurbon will review the plan and provide ACD's comments and recommendations to the SRWMO board. **Leon Mager moved and Mark Walsh seconded to call a special meeting on June 3, 2010 to discuss ACD's comments on the East Bethel Watershed Management Plan, thereby meeting the 60-day approval deadline. All in favor, motion carried.**

OLD BUSINESS

A. Joint Powers Agreement (JPA) – All parties have adopted the revised JPA. Jamie Schurbon distributed copies of the final JPA, along with copies of all signature pages. One set of original signature pages will be kept at Columbus City Hall and another set at East Bethel City Hall.

B. 3rd Generation Watershed Plan – Metro Committee meets on May 12th to review and recommend approval of the plan to the main BWSR board. SRWMO board members are welcome to attend. Be at ACD by 10:30am if you'd like to carpool to the meeting.

C. Audit – See NEW BUSINESS, B. 2011 Budget.

MAIL

OTHER

- A. Mark Walsh will verify where the \$303 LMC dividend check was deposited.
- B. Marie Holm sent an email to Mark Walsh regarding information to be provided to the State Audit Department. Mark Walsh will follow up on the email.
- C. Mike Bury will provide a Treasurer's report at the August meeting.

ADJOURN

Leon Mager moved and Tim Peterson seconded to adjourn the meeting. All in favor, meeting adjourned at 8:17 pm.

Gail E. Gessner, Recording Secretary

Submitted via e-mail on 5/8/10



Sunrise River Water Management Organization (SRWMO)
Meeting Minutes for Thursday, August 5, 2010

Chair Mark Walsh called the meeting to order at 6:04pm with the following members present Mike Bury, Mary Ann Empson, Reinette Labernik, Tim Peterson and Dan Babineau (arrived at 6:45pm). Absent were Greg Hunter and Leon Mager. Also present was Jamie Schurbon, Anoka Conservation District (ACD).

APPROVAL OF MINUTES

Mary Ann Empson moved and Tim Peterson seconded to approve the June 3, 2010 meeting minutes as presented. All in favor, motion carried.

TREASURER'S REPORT

Mike Bury presented accounting ledgers provided by Rita at East Bethel City Hall. It was unclear where the insurance dividend check for \$303 was deposited. Mike Bury will check into the dividend deposit and the FDIC charges. **Reinette Labernik moved and Tim Peterson seconded to accept the Treasurer's Report as presented. All in favor, motion carried.**

NEW BUSINESS

A. LMCIT Insurance – Information update papers were received. After a brief review of the papers, **Tim Peterson moved to look into additional insurance quotes and to possibly increase the workers compensation deductible from \$250 to \$1,000. Motion died due to lack of a second.** Discussed the need to compare this year's policy to last year's for changes made and the need for a premium amount. **Mike Bury moved and Tim Peterson seconded to direct Chair Walsh to fill out and return the insurance information update papers and to authorize Chair Walsh to request payment of the insurance premium when it is received. Mike Bury to check on other insurance options and report back at the November meeting. All in favor, motion carried.**

B. Martin Lake stormwater retrofitting project – Jamie Schurbon reported that the Martin Lakers will be meeting August 18th and hopes to have their support on this project. Jamie will provide an update at the November meeting.

C. Grant projects – Jamie Schurbon attended the DNR Conservation Partners Legacy Grants meeting. Projects need to be ready to implement in order to receive these monies, so the

Martin and Typo lakes inlet/outlet modifications project did not qualify. Jamie presented a prototype manifold-style inlet/outlet (fish barrier) to keep rough fish from moving. With current fence-style barriers fish larvae are able to swim through the barriers and the barriers get clogged and need to be cleaned. However, with the manifold-style it is believed there would be no clogging and larvae would not be able to get through. Funding is needed for engineering of the prototype; monies may be available through the NPEAP fund. Jamie will write an application to NPEAP and report back at the November meeting. Future costs for this project would include installation and ownership of the structure; the DNR does not want ownership. **Tim Peterson moved and Mike Bury seconded to direct Jamie Schurbon to fill out an application to NPEAP for engineering costs of the manifold-style inlet/outlet project and to support the project at this time. All in favor, motion carried.**

D. East Bethel Groundwater Analysis – Jamie Schurbon reported that the DNR is working with the City of East Bethel and Met Council regarding potential threats to groundwater dependent surface water features.

OLD BUSINESS

A. East Bethel Watershed Management Plan – No report

B. Procedure for payment of invoices received – Discussed having ACD coordinate future work contract payments with SRWMO meeting dates so that payments can be made on a timely basis. Also discussed the need for a reimbursement voucher to be filled out and presented to the City of East Bethel for payment of invoices. It was decided that either the Chair or Treasurer could fill out and sign off on a voucher.

C. 2011 Budget Audit – The budget information sent to BWSR by ACD covers the need for an audit; ACD will continue to send budget information to BWSR at no additional cost.

MAIL

OTHER

Budget breakout spreadsheet – An example of a spreadsheet was circulated. The spreadsheet would show each city's percentage and dollar amount of work plan expenses, operating expenses and non-operating Administrative costs. **Mike Bury moved and Tim Peterson seconded to direct Gail Gessner to create a 2011 Budget breakout spreadsheet with the cost not to exceed \$100. All in favor, motion carried.**

Jamie Schurbon noted that the Science Museum of Minnesota has a website Constructing A SWAT Model of the St. Croix Basin that includes information from the Sunrise Watershed.

ADJOURN

Mike Bury moved and Tim Peterson seconded to adjourn the meeting. All in favor, meeting adjourned at 7:40 pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 8/9/10



Sunrise River WMO

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Sunrise River Water Management Organization (SRWMO) Meeting Minutes for Thursday, November 4, 2010

Chair Mark Walsh called the meeting to order at 6:05pm with the following members present, Dan Babineau, Mike Bury, Reinette Labernik and Leon Mager. Absent were Mary Ann Empson, Greg Hunter and Tim Peterson. Also present were Jamie Schurbon, Anoka Conservation District (ACD) and Bob Millerbernd.

APPROVAL OF MINUTES

Mike Bury moved and Leon Mager seconded to approve the August 5, 2010 meeting minutes as presented. All in favor, motion carried.

TREASURER'S REPORT

No report.

NEW BUSINESS

A. Set meeting date for February 3, 2011 - **Mike Bury moved and Reinette Labernik seconded to set the next meeting date for February 3, 2011. All in favor, motion carried.**

B. Insurance Options – Mike Bury reported that he did some checking with Minnesota Counties Intergovernmental Trust and would like to submit a request for a price quote. The Coon Lake Association uses this insurance company and will sponsor the SRWMO in order to request an insurance bid. Mark Walsh gave Mike the current insurance coverage list to use when requesting a quote. Mike will also review the Joint Powers Agreement for what insurance coverage is required. **Dan Babineau moved and Reinette Labernik seconded to direct Mike Bury to request an insurance quote from Minnesota Counties Inter Trust. All in favor, motion carried.**

C. Amendment to the Contract for Services for a timeline extension for the Martin Lake Water Quality Improvement Project – Martin Lake area sub-watershed assessment and stormwater retrofit designs – Jamie Schurbon reported that the Martin Lakers Association committed to a \$3,000 contribution to the project. Due to the commitment time delay, the original project timeline cannot be achieved. The new project deadline of July 31, 2011 allows for completion of the project and possible application for available grants. **Mike Bury moved and Dan Babineau seconded to approve the amendment to the Contract for Services for a timeline extension for the Martin Lake Water Quality Improvement**

Project – Martin Lake area sub-watershed assessment and stormwater retrofit designs. All in favor, motion carried.

D. ACD Work progress update – Jamie Schurbon presented a handout showing the tasks, accomplishments and % completion.

E. 2010 final invoice from ACD – **Mark Walsh moved and Mike Bury seconded to approve the ACD final invoice payment for \$4,155.00. All in favor, motion carried.** It was clarified that all Water Quality Improvement Grant Funds not used in the current year are carried over to the following year. Currently there is \$6,178.17 in this fund at ACD that the SRWMO can redirect at its discretion.

F. Annual reporting template for member communities – Jamie Schurbon presented the template for approval. **Mark Walsh moved and Reinette Labernik seconded to approve the template and to direct ACD to send an email in early January reminding member communities to complete and submit the information by February 15, 2011. All in favor, motion carried.** SRWMO board members were asked to give the provided template to their respective communities.

G. Rough Fish Harvest / Jeff Reidemann carp harvest proposal – Reviewed and discussed the proposal. The SRWMO decided not to contribute funding, but encouraged rough fish harvesting.

H. Culvert replacement project in Ham Lake – FYI. Mike Bury reported concerns with future possible road runoff directly into Coon Lake, following the replacement of a culvert with a bridge on Interlachen between Coon Lake and South Coon Lake. A four foot deep sediment pond is in place, however, Mike does not believe that will prevent runoff directly into Coon Lake during heavy rains. Discussion followed. It was decided a letter from the SRWMO will be sent to the City of Ham Lake addressing concerns with possible road runoff from this project.

OLD BUSINESS

A. East Bethel Watershed Management Plan – Craig Jochum, Engineer has been sent the requested revisions. No response has been received to date.

B. Martin Lake stormwater retrofitting project – Jamie Schurbon reported that the Martin Lakers Association committed to a \$3,000 contribution to the project. ACD applied for assistance from the Minnesota Conservation Corps. for this project.

C. Martin and Typo Lake carp barriers update – ACD met with two engineers asking for designs and price quotes; this is phase one – assessment phase. ACD is pursuing grant funds for engineering assistance through the Metro Conservation District's Non-Point source Engineering Assistance Program (NPEAP). Design work needs to be completed prior to phase two – project installation phase.

D. NPEAP Application update – Grant monies received will be applied to the engineering costs for the carp barriers. (See C. above)

E. Ditch 56 – FYI. Coon Lake Association has asked ACD to quote the cost for flow monitoring in the spring of 2011. Leon Mager will attend the November Coon Lake Association meeting.

F. St. Croix Basin Meetings – SRWMO is not required to attend, suggested members review agenda for items that may be of interest and attend those meetings.

G. Tierney Project – FYI. Doug Tierney and the Coon Lake Improvement Association are looking to improve road runoff problems along Mr. Tierney's property on Viking Blvd. in East Bethel.

H. East Bethel water reclamation plant and reclaimed water reuse project environmental assessment worksheet has been submitted to the MPCA; it was determined it does not warrant a further environmental impact statement. FYI.

MAIL

Publications and newsletters from various agencies/boards/companies.

OTHER

Board members were reminded to **be re-appointed by their respective communities** and/or if a new appointment is made, to notify the recording secretary with the new appointee's information.

ADJOURN

Leon Mager moved and Mike Bury seconded to adjourn the meeting. All in favor, meeting adjourned at 7:42 pm.

Gail E. Gessner, Recording Secretary
Submitted via e-mail on 11/5/10